

CALIFORNIA STATE CAPITOL MUSEUM VOLUNTEER ASSOCIATION

Board of Directors Meeting

December 2, 2015

The purpose and objectives of the CSCMVA are to promote the educational and interpretive activities of the California State Capitol Museum

The meeting was called to order at 1:05 p.m. in Room 444 by president Bob Dreyer.

Board members present: Bob Dreyer, David Keck, PJ Jones, Bob Dennis, Connie Clark, Randall Williams, Marylin Thompson, Chris Tyler

Board members absent: Julie Mallett

Others Present: Rachel Martinez, Mary Geach, Matt Bellah, Marti Dennis, Sheri Routh, Koren Benoit, Alex King

Minutes of previous meeting: Accepted as sent.

Appropriations Committee

Bookstore/Membership Reports

Treasurer's Report: Report attached. This was a quiet month. Net income for the month was \$1,454. Insurance premiums have gone down a little bit. We received a check for \$175 as income from the penny smasher. Bob again expressed concern that, as a nonprofit, we are generating too much unallocated income. He suggested we consider, for instance: more excursions, a more elaborate annual meeting, more spent on museum rooms, etc. Suggestions needed. Question of whether we have a copy of the insurance policy for the penny smasher. Bob will call the company to request and give copy to Matt.

Bookstore: Income for Nov. was \$1,572.35, \$55 less than Nov. 2014. WWII posters are selling well and Renato prepared a new supply today. Bob Dennis noted that book sales earned \$8,000 more this year than anticipated in the budget. Thank you, Mary!

Membership: membership letters will go out after January 1st. Hours "worked" need to be posted by December 31st so Diane can tally them and Mary can order pins.

Christmas Project Report: Marylin reported that decorations went up Nov. 23rd and are done. She thanked all those who helped, especially Koren, Rachel and Alex King. Volunteers will be needed to take it all down; details will follow in an email. New chairmen will be needed for next year.

She reported that, unfortunately, not everything went as planned. Chandelier garlands were not put up and she was not notified that there were concerns until Nov. 23rd. This led to a discussion of the need for written procedures with timeline for all new projects. This should include a list of all persons who need to sign off on the project. Matt presented a draft form which needs clarification of certain elements (what is cultural advisory review?). He will work on it. He apologized for the very last minute termination of the garland project. Better communication is needed between CSCMVA and Parks.

Garlands were repurposed and used in other areas. There are still smaller garlands, many greens, bows and pinecones left over. Money and effort were wasted.

State Parks Report:

Rachel: only four people have signed up to usher for noon musical programs. Many more needed. About 12 people have signed up for the musical sign-along. Many more welcome.
Matt: requested \$200 for a roll of photo paper for printing WWII posters. Moved by Keck, second by Tyler. Passed unanimously.

Clarification: the recording of the WWII soldier's letter (mentioned last month) was only an example of how this technology might be used. It ran into technical difficulties and won't be used for the WWII exhibits. However, Matt is working on getting short clips recorded for each museum room and they might be done this month. These would be tied to QR codes on museum signs and could be heard on smart phones or online from home by going to the Capitol website.

Clarion: the next issue will cover December and January. Deadline for submissions is Friday, December 4th.

Suffrage Day: There will be a kick-off luncheon at Northridge Country Club on Tuesday, March 1st. Carolyn Martin does a wonderful suffrage presentation which will be included. This should be considered a fun social event for all volunteers. Bob Dennis moved, Tyler seconded, that committee proceed with plans and that cost for luncheon for members and guests be \$10. Passed unanimously. Letters recruiting actors/helpers will go out before March 1st. It was requested that the date for Suffrage Day be moved to April 23rd to accommodate several potential participants. Rooms have not yet been reserved. Consensus was to move date. There will, therefore, be four rehearsals which will allow more time to coach guides to read their parts in a more engaging style.

Nomination Committee: There are three openings. So far, there are two candidates.

Bylaws/Standing Rules: BJ will send the revised bylaws to board members for review before the January meeting.

Annual Meeting: Iron Grill on January 21st. Four menu choices. The cost/person is \$24. It was decided to charge members \$10 and guests \$15. CSCMVA will subsidize the remainder. It was suggested that a larger venue be chosen next year.

Camellia Day: Gail Roueche and Connie Clark are co-chairs. They are meeting Dec. 10th.

NEW BUSINESS

River Cats Games: Alex suggested that we again attend one or two games next year. River Cats would like us to choose dates and pay deposit (\$100 each date). Dennis moved, Tyler seconded that Alex and Bob Dreyer choose two dates and pay deposit. Motion passed. They were directed to choose seats in the shade.

Koren Benoit:

- Ann Fox-Morgan has donated two antique candlesticks to CSCMVA. They are currently being used in the governor's private office on the mantle. She would like to have thank you letter sent with value. Marilyn will do this. Needs value from Ann.
- The Chief Clerk's office in conjunction with Joint Rules has produced a brochure on the art and architecture of the east wing of the Capitol. They are going to give it to legislative members. Koren wondered about having CSCMVA sell it in the book store as it is attractive, contains many photos and is too nice to just give away. Mary Geach will see about getting it printed and will probably sell it for \$3.50. Koren needs to get a letter from Joint Rules saying that they own the copyright but give CSCMVA permission to print and sell.

- The new capitol brochure in English with floor map is almost done. Matt should be able to review and approve by the end of the week. He does not know how long the printing might take.

Bob Dreyer thanked Patty Wood and Diane Rich for a very enjoyable bus trip to Benicia, including very “professional” bus stewardess service. Actual cost to CSCMVA was only \$600.

There being no further business, the meeting was adjourned at 2:15. The next meeting will take place on Wednesday, January 6, 2016. Place to be determined.

Respectfully Submitted,
Marylin Thompson
Secretary